



**Sustainable Food Policy Board
APPROVED**

**DECEMBER MEETING MINUTES
Monday, December 16, 2013**

The Sustainable Food Policy Board (SFPB) convened on Monday, December 16, 2013, at Boards and Commissions Room, 301 W. Second Street, Austin, Texas.

Board Members in Attendance:

Booth, Selena	England, Hildreth – Vice Chair	Flynn, Erin
Green, Kathy	McDermott, Paula	Murphy-Smith, Michele
Reed, Brandon	Rutledge, Ronda - Chair	Lisa Blackwell
Koock Ward, Martha	Nicely, Katherine	

Absent Board Members:

Bowman, Dominique McAfee, Melanie

Staff in Attendance:

Marisa Balancier, A/TC HHSD	Linda Terry, A/TC HHSD	Sherri Fleming, TC-HHS/VS
Juanita Jackson, TC-HHS/VS	Cassie DeLeon, HHSD	Dylan Siegler, OoS
Andrew Gill, PARD	Meredith Gray, PARD	Phil Huang, A/TC HHSD

CALL TO ORDER

Chair Ronda Rutledge called the meeting to order at 12:35p.m.

1. CITIZEN COMMUNICATION

- Jere Locke – Texas Drought Project
- Topic: Energy, Water and Climate Change
- Sharing information on research that impacts sustainability and farmers.

2. STAFF BRIEFING – URBAN FARM ORDINANCE 20131121-020 (JERRY RUSTHOVEN – PLANNING DEVELOPMENT AND REVIEW DEPARTMENT) [30 MINUTES]

- Staff member Jerry Rusthoven not present at meeting.

3. APPROVAL OF MINUTES OF NOVEMBER 25, 2013.

- Member Michele Murphy-Smith moved to approve minutes.
- Member Paula McDermott seconded motion.
- Motion passed 10-0-0.

*Member Martha Koock-Ward not sworn in at time of vote

*Member Erin Flynn not present at vote

4. DISCUSS AND TAKE APPROPRIATE ACTION

A. Board Infrastructure and Protocol [5 Minutes]

Board Membership Update – Vacancies / Appointments

- There are currently no board vacancies.
- New Appointees
 - o Martha Koock Ward – City Appointee - Councilmember Laura Morrison
 - o Brandon Reed – City Appointee - Councilmember Spelman
 - o Lisa Blackwell – County Appointee - Judge Biscoe
- No action taken.

B. Board Recommendations Follow-up [45 Minutes]

1) Land Use Code-Urban Farm Definition Revision

- Waiting to hear back from Council on reiteration to non-code recommendations associated with the urban farm ordinance sent last month.
- No action taken.

C. Discussion of 2014 Work Plan – Timeline, Charges, and Working Groups [45minutes]

- Reviewed past accomplishments and discussed and made various changes made to Work Plan (internal document). Notes for edits to document taken by Hildreth England.
- No action taken

*Member Kathy Green left dais at 2:15p.m.

*Member Katherine Nicely left dais at 2:31p.m.

5. REVIEW OF BOARD MEMBER ASSIGNMENTS [5 MINUTES]

6. FUTURE AGENDA ITEMS [5 MINUTES]

ADJOURNMENT

Meeting was adjourned at 2:35 p.m.